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A JOB with the FOREST SERVICE

A GUIDE TO NONPROFESSIONAL EMPLOYMENT

Miscellaneous Publication No. 843 • Forest Service • U.S. Department of Agriculture

PREFACE

The Forest Service receives thousands of letters each year from people who want to know something about the Service—what it does and what kinds of jobs it offers. Most of the questions people ask about nonprofessional employment are answered in this booklet.

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A JOB with the FOREST SERVICE

A GUIDE TO NONPROFESSIONAL EMPLOYMENT

QUESTIONS AND ANSWERS

1. What Does the Forest Service Do?

The Forest Service has the Federal responsibility for national leadership in forestry. This includes top level participation in setting national priorities, formulating programs, and establishing the pattern of Federal policies that relate to man and his natural environment.

But Forest Service responsibilities and interests go beyond forested lands. Forests and related rangeland, grassland, brushland, alpine areas, minerals, water, and wildlife habitat illustrate the variety of natural resources involved in the scope of forestry. Forestry also involves less tangible values such as scenery, air and water quality, recreation, open space, environmental quality, economic strength, and social well-being.

In our complex society, there must be an interrelationship among objectives, policies, and goals.

The Forest Service seeks to foster this by:

- Promoting and achieving a pattern of natural resource uses that will best meet the needs of people now and in the future.
- Protecting and improving the quality of air, water, soil, and natural beauty.
- Helping to preserve and enhance the quality of "open space" in urban and community areas.
- Generating forestry opportunities to accelerate rural community growth.
- Encouraging the growth and development of forestry-based enterprises that readily respond to consumers' changing needs.
- Seeking optimum forest landownership patterns.
- Improving the welfare of the underprivileged.
- Involving the public in forestry policy and program formulation.
- Encouraging the development of forestry throughout the world.
- Expanding public understanding of environmental conservation.
- Developing and making available a firm scientific base for the advancement of forestry.

The Forest Service realizes the importance of being responsive and alert to the changing needs of a dynamic society. Sensitivity to problems and flexibility in solving them are basic to successful leadership in the preservation of our natural environment.

2. I Am Not a Professional Forester. What Kind of Work Can I Find in the Forest Service?

The Forest Service needs a competent staff of technicians, aides, skilled workers, clerical personnel, and laborers to assist management in all phases of its work.

Since many National Forests are in mountainous country which becomes snow-covered and inaccessible in the winter, much of the nonprofessional type work must be done during the other three seasons. Tree planting work is usually done in the spring or fall. Fire control work is largely confined to the "fire season," the period of greatest fire danger. In the western States, this is during the summer, and in the eastern States, early spring and late fall.

During the summer months, the nonprofessional staff also works on flood control, disease and insect control, brush disposal, timber stand improvement, and construction and maintenance of roads, trails, campgrounds, sanitation facilities, and other buildings.

3. How Important Are the Nonprofessional Workers to the Forest Service?

Very important, indeed. Nonprofessionals help the professional do the job he has to do. An engineer's road design for a National Forest is useless unless he has a corps of unskilled, skilled, and supervisory workers to build the road. In this respect, the Forest Service is like any other large organization with its different levels of skills and functions which have to operate harmoniously.

Let's look a bit closer at the categories listed under the second question:

A. TECHNICIAN.—More and more professions are finding that certain tasks that were once performed by the professional can be delegated to the technician. In the Forest Service, this approach has met with great success. Technicians have taken over from the professional foresters such responsible and difficult jobs as supervising on-the-ground operations

in timber sales, recreation-area use, or research activities that require the use of practical skills and experience; collecting, consolidating, sometimes analyzing, reporting, and summarizing data within guides set up by professionals; contacting the public, contractors, and other forest users for information or policy enforcement; or supervising a road survey crew on a road-building project that will make timber accessible for harvesting.

B. AID.—No organization can exist without people who know how to get the basic or preliminary work done. The Forest Service is no exception. It has always been fortunate in having hard-working aids who not only get the job done, but enjoy doing it.

Aids, even more than technicians, work at a variety of productive tasks that help both the technician and the professional. Some of these tasks are: Scaling logs; marking specific trees and collecting and recording such data as tree heights, tree diameters, and tree mortality; installing, maintaining, and collecting records from rain gauges, streamflow recorders, and soil moisture measuring instruments on simple watershed improvement projects; serving on a road survey crew as rodman, rear or head chainman, notekeeper, or level instrument man.

C. CLERICAL PERSONNEL.—Another important group of support personnel in the Forest Service is the clerical and related staff. Clerical workers are found at all organization levels, including the forest ranger's office. A unit may require the services of one or more of the following: Clerk typist, voucher examiner, stenographer, mail and file clerk, and dictating machine transcriber.

D. SKILLED WORKER.—For construction, maintenance, and fire control projects, the Forest Service requires such skilled workers as carpenters, parachute repairers and packers, welders, cooks, bulldozer operators, and others experienced in specific trades and crafts. In addition, maintenance workers are employed to perform a variety of tasks requiring skills of less than journeyman level.

E. LABORER.—In addition to skilled workers on the numerous National Forest projects, laborers are also needed. Unskilled workers destroy undesirable trees, using poison or other methods; prune trees to improve their quality; build firelines; eradicate bushes that transmit the destructive white pine disease known as blister rust; plant seedlings; dig ditches; load and unload equipment and tools; and perform other supervised duties.

4. What Kind of Experience do I Need to Qualify for a Nonprofessional Job in the Forest Service?

A. TECHNICIAN.—Technicians usually begin working at the GS–4 grade level. Job titles include fire control technician, fire prevention technician, range technician, forestry technician, engineering and surveying technician. Candidates for technician positions must have a minimum of 1½ years of general experience and 6 months of specialized experience—a total of 2 years.

An example of acceptable general experience for the position of fire control technician would be experience gained in any field of forestry, or related field, that shows the applicant has acquired, and can use, the basic knowledges and skills needed for fire control work.

Substituting high school or other education for parts of the general and specialized experience requirements is permitted. The exact amount of substitution allowed is determined by the nature and length of the subjects studied.

B. AID.—GS–2 or GS–3 are the beginning grades for fire control aids, fire prevention aids, range aids, forestry aids, engineering aids, and surveying aids. Candidates for aid positions must have at least one-half year of general experience for the GS–2 grade, and 1 year of general experience for the GS–3 grade. In some cases, high school graduation may be substituted for the one-half year of general experience.

The example of general experience shown above for fire control technician would also apply for fire control aid.

C. CLERK.—For Grade GS–2, 6 months of general office experience or graduation from high school is required. For grade GS–3, 1 year of general office experience or 1 academic year of business or secretarial school, junior college, or college which is in addition to graduation from high school, is required. Applicants must pass tests covering verbal abilities and aptitude for clerical tasks.

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D. SKILLED TRADE AND CRAFT WORKERS.—Generally, 6 months of experience assisting a journeyman worker is required for eligibility to the helper or apprentice positions, Level 5 on the coordinated Federal Wage System Scale (not to be confused with GS–5). Usually, each month of day class attendance in a trade school may be substituted for each month of required experience.

E. LABORER.—No previous experience or education is required to start as a Laborer, Level 1. However, to perform the various manual tasks, it is necessary to be in good physical condition.

5. Are There Any Schools in the United States That Will Prepare Me for the Position of Forestry Technician or Forest and Range Fire Control Technician?

The following schools offer training and preparation for those interested in a career as forestry technician or forest and range fire control technician in the Forest Service. Other schools may offer similar programs.

CALIFORNIA: Lassen Community College, 1100 Main St., Susanville 96130; College of the Redwoods, 1040 Del Norte St., Eureka 95501; Reedley College, 995 North Reed Ave., Reedley 93654; Santa Rosa Junior College, 1501 Mendocino Ave., Santa Rosa 95410; Sierra College, 5000 Rocklin Rd., Rocklin 95677.

FLORIDA: Lake City Community College, Lake City 32055.

GEORGIA: Abraham Baldwin Agricultural College, ABAC Station, Tifton 31794; Savannah Area Vocational-Technical School, Savannah 31401.

IDAHO: North Idaho College, Coeur d'Alene 83814.

ILLINOIS: Southeastern Illinois College, 333 West College St., Harrisburg 62946.

KENTUCKY: Forestry and Wood Technology, University of Kentucky, Quicksand 41363.

MAINE: Forest Technician Program, University of Maine, Orono 04473.

MARYLAND: Allegany Community College, Cumberland 21501.

MICHIGAN: Alpena Community College, Alpena 49707; Ford Forestry Center, Michigan Technological University, L'Anse 49946.

MINNESOTA: Brainerd Area Vocational Technical Institute, 300 Quince St., Brainerd 56401; North Central School, University of Minnesota, Grand

Rapids 55744; Vermilion State Junior College, 1900 East Camp St., Ely 55731.

MONTANA: Flathead Valley Community College, P.O. Box 1174, Kalispell 59901; Missoula Technical Center, 909 South Ave. West, Missoula 59801.

NEW HAMPSHIRE: Forest Technician Curriculum, University of New Hampshire, Durham 03824.

NEW YORK: Ranger School Forest Technician Program, S.U.N.Y. College of Environmental Science and Forestry, Wanakena 13695; Paul Smith's College of Arts and Sciences, Paul Smiths 12970.

NORTH CAROLINA: Haywood Technical Institute, P.O. Box 427, Clyde 28721; Martin Technical Institute, P.O. Drawer 866, Williamston 27892; Wayne Community College, Drawer 1878, Goldsboro 27530.

OHIO: Hocking Technical College, Nelsonville 45764.

OKLAHOMA: Eastern Oklahoma State College, Wilburton 74578.

OREGON: Central Oregon Community College, College Way, Bend 97701; Chemeketa Community College, Salem 97303; Clatsop Community College, Astoria 97105; Lane Community College, 4000 East 30th Ave., Eugene 97405; Southwestern Oregon Community College, P.O. Box 518, Coos Bay 97420; Treasure Valley Community College, 650 College Blvd., Ontario 97914; Umpqua Community College, Roseburg 97470.

PENNSYLVANIA: Mont Alto Campus, The Pennsylvania State University, Mont Alto 17237; Williamsport Area Community College, 1005 West 3rd St., Williamsport 17701.

SOUTH CAROLINA: Horry-Georgetown Technical Education Center, P.O. Box 317, Conway 29526.

VIRGINIA: Dabney S. Lancaster Community College, Clifton Forge 24422.

WASHINGTON: Centralia College, Centralia 98531; Everett Community College, 810 Wetmore Ave., Everett 98201. Green River Community College, 12401 SE. 320th St., Auburn 98002; Peninsula College, Port Angeles 98362; Shoreline Community College, 161st Street and Greenwood Ave., Seattle 98133; Spokane Community College, E 3403 Mission Ave., Spokane 99202; Wenatchee Valley College, Wenatchee 98801.

WEST VIRGINIA: Glenville State College, Glenville 26351.

6. Will Taking Correspondence Courses Help Me Get a Job With the Forest Service?

The Forest Service cannot attempt to evaluate the merits of individual correspondence school courses. However, if the correspondence course is accepted for credit by resident colleges or State universities, it may be credited toward basic education or experience requirements. Those correspondence courses which are not accredited by resident colleges or State universities do not count toward the basic requirements. However, they do count toward bonus points in the qualifying process. That is, an applicant with the basic qualifying requirements would get some extra consideration if he had shown a keen interest in self-improvement, as demonstrated by having successfully completed such courses.

PACIFIC NORTHWEST REGION (6)
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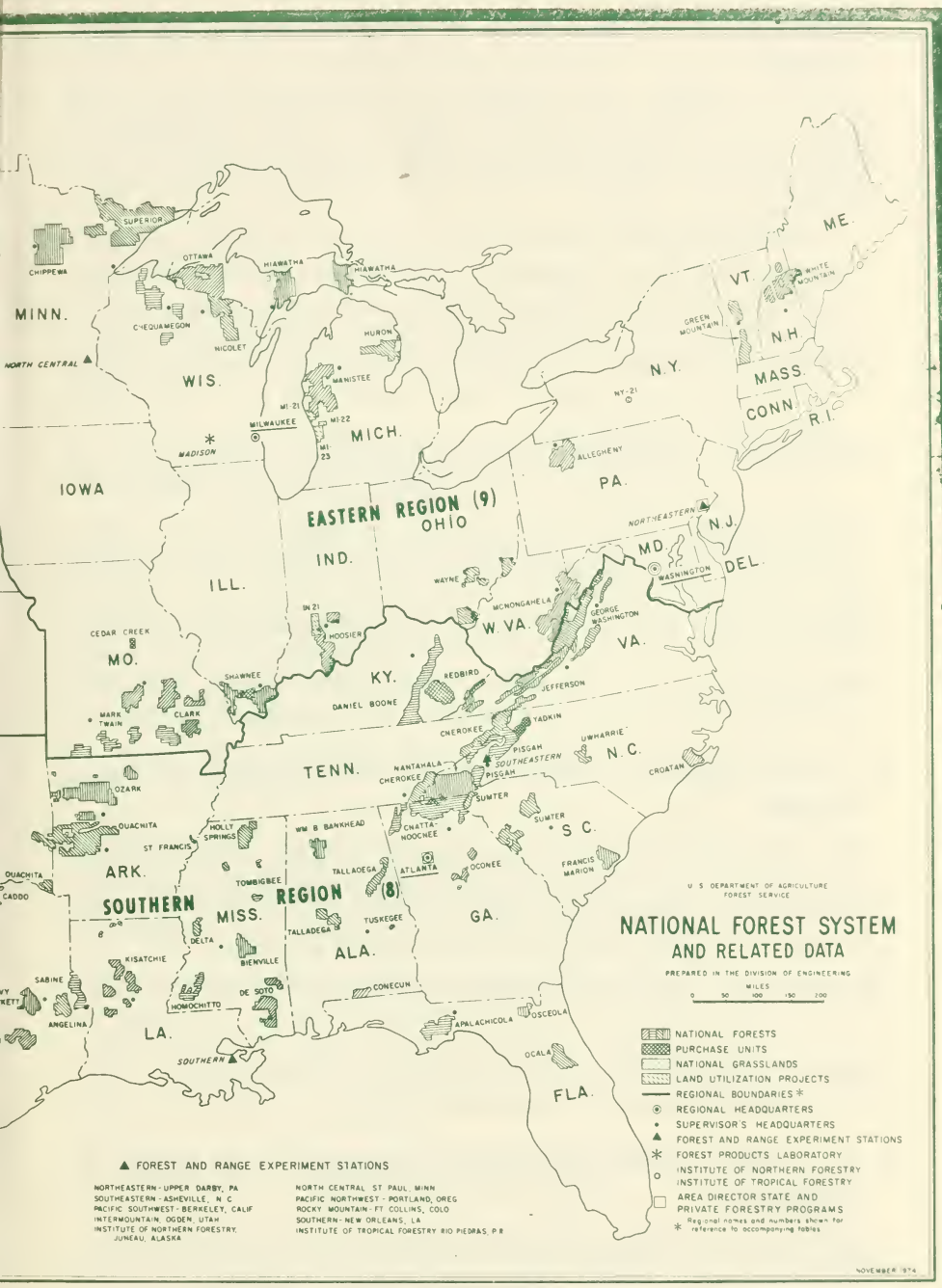
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NATIONAL GRASSLANDS
LAND UTILIZATION PROJECTS
REGIONAL BOUNDARIES *
REGIONAL HEADQUARTERS
SUPERVISOR'S HEADQUARTERS
FOREST AND RANGE EXPERIMENT STATIONS
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INSTITUTE OF TROPICAL FORESTRY
AREA DIRECTOR STATE AND PRIVATE FORESTRY PROGRAMS
* Regional names and numbers shown for reference to accompanying tables
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SOUTHEASTERN - ASHEVILLE, N C
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PACIFIC NORTHWEST - PORTLAND, OREG
ROCKY MOUNTAIN - FT COLLINS, COLO
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ALLEGHENY
NORTHEASTERN
WASHINGTON
WAYNE
MONONGAHELA
GEORGE WASHINGTON
HOOSIER
CEDAR CREEK
SHAWNEE
REDBIRD
DANIEL BOONE
JEFFERSON
MARK TWAIN
CLARK
CHEROKEE
YADKIN
PISGAH
SOUTHEASTERN
UWHARRIE
CROATAN
NANTAHALA
SUMTER
OZARK
OUACHITA
HOLLY SPRINGS
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WM B BANKHEAD
CHATTA-HOOCHEE
ATLANTA
OCONEE
FRANCIS MARION
TOMBIGBEE
TALLADEGA
TUSKEGEE
DELTA
KISATCHIE
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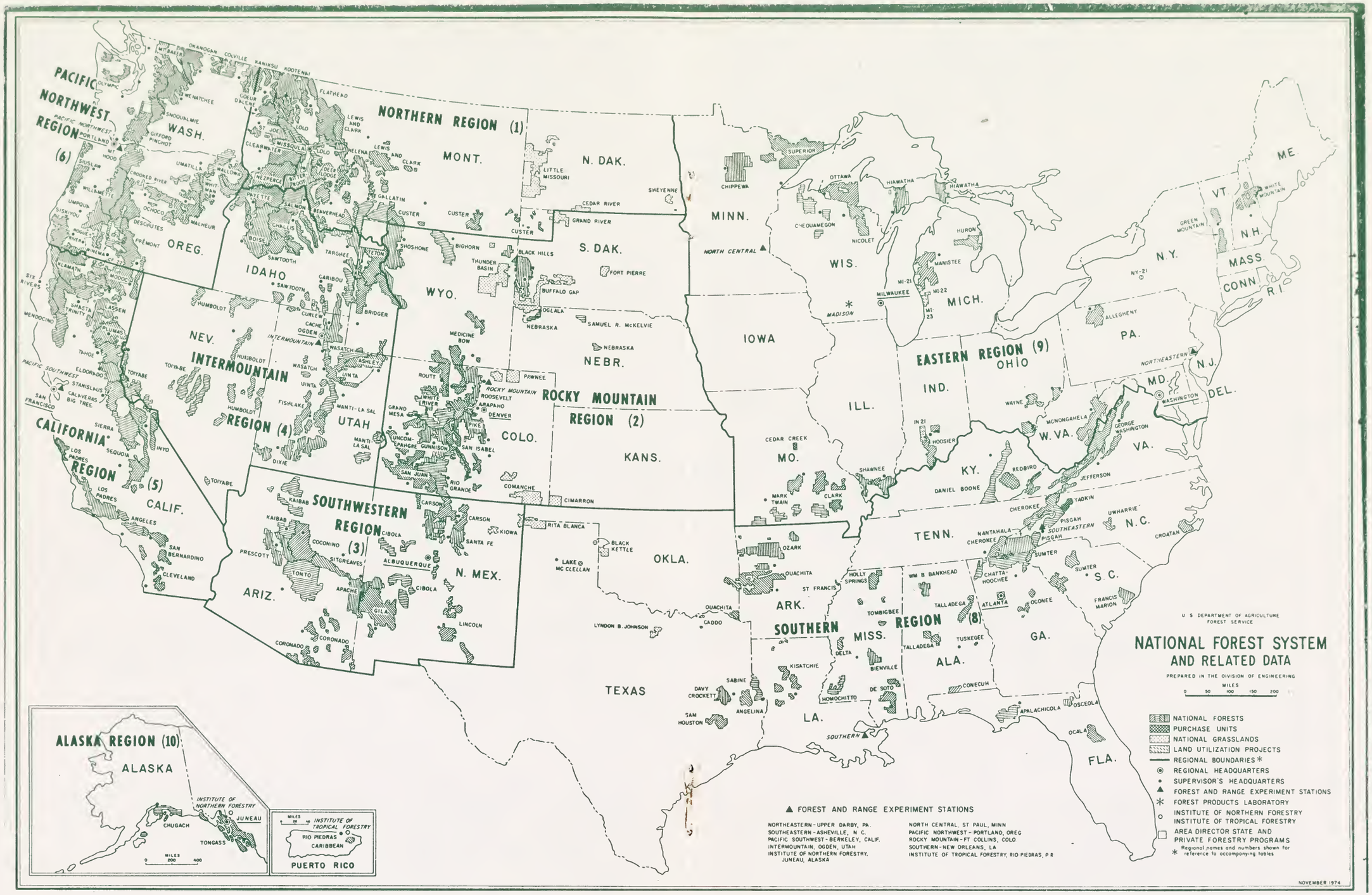

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7. What Are the Starting Salaries for Nonprofessionals in the Forest Service?

General Schedule (GS) salaries are reviewed frequently and changes made or recommended to Congress as needed. Therefore, the salaries listed are the prevailing rates as of the issue date of this publication.

A. TECHNICIAN.—Technicians usually enter the Forest Service in grade GS–4 at a salary of $7,596 per year. (Though the technician and the professional may start their careers at the same grade, the professional, because of his broader educational background, will usually have greater job opportunities open to him and will frequently advance more rapidly and to a higher level than will the technician.)

B. AID.—Aids usually enter the Forest Service in grade GS–2 at a salary of $5,996 or GS–3 at $6,764 per year.

C. CLERK.—Clerks usually enter the Forest Service in grade GS–2 at $5,996 or grade GS–3 at $6,764 per year.

Wages for tradesmen, craftsmen, and laborers are based on rates paid by non-Government concerns for similar work in the area in which the job is located. Coordinated Federal Wage System Schedules are published once a year based on a survey of geographic areas.

8. How Are Higher Grade Nonprofessional Positions Filled in the Forest Service?

The Forest Service is a firm believer in utilizing skills, qualifications, and experience to the fullest by placing employees in positions for which they are best fitted and in which they will be satisfied and give their best performance. It is the policy of the Forest Service to fill vacancies in higher grade positions by promoting employees who have shown their ability to do more responsible work, without regard to race, color, religion, sex, national origin, politics, marital status, physical handicap, personal relationship, age, or membership, or nonmembership in an employee organization.

9. Do I Have To Take a Civil Service Examination To Be Eligible for Appointment?

All permanent positions in the Forest Service are filled by appointment from a list of eligibles furnished by the Civil Service Commission. Eligible lists are established as a result of competitive examination; some examinations require a written test and others do not. In an examination not requiring a written test, the applicant is

rated primarily on the experience and education shown in the completed application form he submits. Whether the examination is written or not, the applicant with the highest score is placed at the top of the eligible list.

Competitive civil service examinations are held for all but temporary positions in the Forest Service. Information about examinations may be obtained from any of the (Federal Job Information Centers) of the U.S. Civil Service Commission listed on page 13.

Each examination announcement describes the conditions (education, experience, etc.) under which an applicant may be admitted to the examination. Read these announcements carefully. Applicants who do not meet the minimum qualification requirements are rated ineligible.

10. Can Physically Handicapped Persons be Employed as Nonprofessional Workers in the Forest Service?

The Federal Government, as the Nation's largest employer of handicapped people, has a well-developed program aimed at their employment. There are some positions in the Forest Service to which physically handicapped persons can be assigned, and whenever possible, these assignments are made.

However, employment on the National Forests is inherently arduous and hazardous; many employees are subject to fire duty and may be called upon to perform flood and storm control duties during emergency situations.

The Civil Service Commision has established certain physical requirements for these positions. They are necessarily rigid for the protection of both the individual and the Government. Any physical condition which would cause an individual to be a hazard to himself or to others will disqualify him for employment with the Forest Service.

11. Does the Forest Service Employ Noncitizens in Their Nonprofessional Jobs?

Civil Service regulations state that noncitizens may be employed only in the absence of qualified citizens, or persons who owe permanent allegiance to the United States.

12. Are Employment Opportunities Equal for All?

The Forest Service is an equal opportunity employer, and appointments are based on qualifications without regard to race, sex, creed, color, national origin, politics, or any other nonmerit factor. This same principle of equal opportunity applies to job advancement.

REGIONAL FORESTERS

For further general information, write to the Regional Forester in charge of the region where you wish to work (see map). The addresses are as follow:

Address to: Regional Forester, USDA Forest Service

Northern Region
Federal Building
Missoula, Mont. 59801

Rocky Mountain Region
11177 W. 8th Avenue
Lakewood, Colo. 80225

Southwestern Region
517 Gold Avenue SW.
Albuquerque, N. Mex. 87101

Intermountain Region
324 25th Street
Ogden, Utah 84401

California Region
630 Sansome Street
San Francisco, Calif. 94111

Pacific Northwest Region
319 Pine Street SW.
Post Office Box 3623
Portland, Oreg. 97208

Southern Region
Suite 800,
1700 Peachtree Road NW.
Atlanta, Ga. 30309

Eastern Region
633 W. Wisconsin Avenue
Milwaukee, Wis. 53203

Alaska Region
Federal Office Building
Post Office Box 1628
Juneau, Alaska 99801

FEDERAL JOB INFORMATION CENTERS OF THE U.S. CIVIL SERVICE COMMISSION

For specific information regarding civil service examinations for the positions mentioned, contact the Federal Job Information Center of the U.S. Civil Service Commission serving the area in which you seek employment. Addresses and telephone numbers are given in the following pages.

ALABAMA

Birmingham:
15 South 20th Street 35203; (205) 325–3601.

Huntsville:
Southerland Bldg., 806 Governors Dr. SW, 35801; (205) 453–5070.

Mobile:
First National Bldg., 107 St. Francis St. 36602; (205) 690–2118.

Montgomery:
28 South Court St. 36104; (205) 265–5611. (Ext. 321).

In other Northern Alabama locations dial 1–800–572–2982.

In other Southern Alabama locations dial 1–800–672–3075.

ALASKA

Anchorage:
Hill Bldg., 632 Sixth Ave. 99501; (907) 265–4751 (Ext. 751).

Fairbanks:
Rampart Bldg., Suite 7, 529 Fifth Ave. 99701; (907) 452–1951.

In other Alaska locations dial the operator and ask for Zenith 1600.

ARIZONA

Phoenix:
522 N. Central Avenue 85004; (602) 261–4736.

Tucson:
Federal Bldg., Rm. 105, Scott and Broadway Sts. 85702; (602) 792–6273.

In other Arizona locations dial 1–800–352–4037.

ARKANSAS

Little Rock:
Federal Bldg., Rm. 1319, 700 W. Capitol Ave. 72201; (501) 378–5842.

In other Arkansas locations dial 800–482–9300.

CALIFORNIA

Fresno:
Federal Bldg., 1130 O St. 93721; (209) 487–5062.

Long Beach:
1340 Pine Ave. 90813; (213) 591–2331.

Los Angeles:
Eastern Columbia Bldg., 851 South Broadway 90014; (213) 688–3360.

Oakland:
1515 Clay Street 94612; (415) 273–7211.

Sacramento:
Federal Bldg., Rm. 4210, 650 Capitol Mall 95814; (916) 449–3441.

San Bernardino:
380 West Court St. 92401; (714) 383–5783 (Ext. 395).

San Diego:
Suite 2100, 110 West C Street, 92101; (714) 293–6165.

San Francisco:
Federal Bldg., Rm. 1001, 450 Golden Gate Ave., Box 36122, 94102; (415) 556–6667.

Santa Ana:
200 E. 7th St. 92792; (714) 836–2586.

San Jose:
105 N. 1st St., Rm. 217, 95113; (408) 275–7458.

Santa Maria:
Post Office Bldg., Rm. 202, 120 West Cypress St. 93454; (805) 925–9719.

Van Nuys:
7433 Van Nuys Blvd., 91405; (213) 787–0211 (Ext. 458).

In other California locations within Alpine, Amador, Butte, Calaveras, Colusa, Del Norte, El Dorado, Fresno,

Glenn, Humboldt, Kings, Lake, Lassen, Madera, Mariposa, Mendocino, Merced, Modoc, Nevada, Placer, Plumas, Sacramento, San Joaquin, Shasta, Sierra, Siskiyou, Stanislaus, Sutter, Tehama, Trinity, Tulare, Tuolumne, Yolo or Yuba Counties, and in Rio Vista, dial 1–800–952–5320.

In other California locations within Alameda, Contra Costa, Marin, Monterey, Napa, San Benito, San Mateo, Santa Clara, Santa Cruz, Solano and Sonoma Counties dial 1–800–652–1130.

In other California locations within Kern, Los Angeles, San Luis Obispo, Santa Barbara and Ventura Counties dial 1–800–372–6590.

In other California locations within Inyo, Mono, Riverside and San Bernardino Counties dial 1–800–472–5691.

In other locations within San Diego and Imperial Counties, dial 1–800–522–1063.

COLORADO

Colorado Springs:

Cascade Square, Suite 108, 228 N. Cascade, 80902; (303) 633–0384.

Denver:

Post Office Bldg., Rm. 203, 18th and Stout Sts. 80202; (303) 837–3506.

In other Colorado locations dial 1–800–332–3310.

CONNECTICUT

Hartford:

Federal Bldg., Rm., 717, 450 Main St. 06103; (203) 244–3096.

In other Connecticut locations dial 1–800–842–7322.

DELAWARE

Wilmington:

Federal Bldg., 844 King St. 19801; (302) 571–6288.

In other Delaware locations dial 1–800–292–9560.

DISTRICT OF COLUMBIA

Metro. Area:

U.S. Civil Service Commission, Rm. 1416, 1900 E Street NW. 20415; (202) 737–9616.

FLORIDA

Jacksonville:

2747 Art Museum Dr., Suite 2, 32207; (904) 396–0508.

Miami:

909 Brickell Plaza, Suite 400, 33131; (305) 350–4724.

Orlando:

3101 Maguire Blvd. 32803; (305) 894–3771.

Pensacola:

50 E. Garden St., 32501; (904) 434–0109.

Tampa:

Barnett Bank Bldg., Suite 407, 1000 N. Ashley St., 33602; (813) 229–7138.

In other locations west of the Apalachicola River dial 1–800–633–3023.

In other locations east of the Apalachicola River dial 1–800–432–0263.

GEORGIA

Federal Bldg., 275 Peachtree St. NE. 30303; (404) 526–4315.

Macon:

Federal Bldg., 451 College St. 31201; (912) 742–2161 (Ext. 2401).

In other northern Georgia locations dial 1–800–282–1670.

In other southern Georgia locations dial 1–800–342–9643.

HAWAII

Honolulu and other Oahu locations:

1000 Bishop St., Suite 1500, 96813; (808) 546–8600.

From other Hawaiian Islands dial the operator and ask for the FJIC's "Enterprise 8052" number (toll-free).

IDAHO

Boise:

Federal Bldg., U.S. Courthouse, Rm. 663, 550 W. Fort St. 83702; (208) 342–2711 (Ext. 2427).

In other Idaho locations dial 800–632–5916.

ILLINOIS

Chicago:

Dirksen Bldg., Rm. 1322, 219 South Dearborn St. 60604; (312) 353–5136.

Rock Island:

208 18th St., 61201; (309) 788–6396.

Waukegan:

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In other Illinois locations dial 800–972–8388.

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Century Bldg., Rm. 102, 36 South Pennsylvania St. 46204; (317) 633-8662.
In other Indiana locations dial 800-382-1030.

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191 Federal Bldg., 210 Walnut St. 50309; (515) 284-4546.
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In other Kansas locations dial 1-800-362-2693.

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In other Kentucky locations dial 1-800-292-4585.

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In other Louisiana locations dial 1-800-362-6811.

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Augusta:
Federal Bldg., Rm. 611, Sewall St. & Western Ave. 04330; (297) 622-6171 (Ext. 269).
In other Maine locations dial 1-800-452-8732.

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Federal Bldg., Lombard St. and Hopkins Pl. 21201; (301) 962-3822.
D.C. Metro. Area:
U.S. Civil Service Commission, Rm. 1416, 1900 E St. NW. 20415; (202) 737-9616.
In other Maryland locations dial 800-492-9515.

MASSACHUSETTS
Boston:
J. W. McCormack Post Office and Courthouse Bldg., Rm. 1004, 02109; (617) 223-2571.
Springfield:
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In other Massachusetts locations dial 1-800-882-1621.

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Lafayette Bldg. Lobby, 144 W. Lafayette St. 48226; (313) 226-6950.
In other Michigan locations dial 800-572-8242.

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Federal Bldg., Rm. 196, Fort Snelling, Twin Cities, 55111; (612) 725-3355.
In other Minnesota locations dial 1-800-552-1244.

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802 N. State St. 39201; (601) 948-7821 (Ext. 596).
In other Mississippi locations dial 1-800-222-8090.

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Kansas City:
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St. Louis:
Federal Bldg., Rm. 1712, 1520 Market St. 63103; (314) 622-4285.
In other Western Missouri locations dial 1-800-892-7650.
In other Eastern Missouri locations dial 1-800-392-3711.

MONTANA
Helena:
IBM Bldg., 130 Neil Ave. 59601; (406) 442-9040 (Ext. 3388).
In other Montana locations dial 800-332-3410.

NEBRASKA
Omaha:
U.S. Court and Post Office Bldg., Rm. 1014, 215 N. 17th St. 68102; (402) 221-3815.
In other Nebraska locations dial 1-800-642-9303.

NEVADA
Las Vegas:
Federal Bldg., Rm. 1-614, 300 Las Vegas Blvd. South, 89101; (702) 385-6345.

Reno:

Main Post Office, Rm. 238, 300 Booth St. 89505; (702) 784–5535.

In other Nevada locations dial 800–992–3080.

NEW HAMPSHIRE

Portsmouth:

Federal Bldg., Rm. 104, Daniel and Penhallow Sts. 03801; (603) 436–7720 (Ext. 762).

In other New Hampshire locations dial 1–800–582–7220.

NEW JERSEY

Newark:

Federal Bldg., 970 Broad St. 07102; (201) 645–3673.

Paterson:

U.S. Post Office, 194 Ward St. 07501; (201) 278–9500 (Ext. 320).

Trenton:

402 East State St. 08608; (609) 599–3511 (Ext. 373).

In Camden County dial 541–0400.

In other New Jersey locations dial 800–242–5870.

NEW MEXICO

Albuquerque:

Federal Bldg., 421 Gold Ave. SW. 87101; (505) 766–2557.

In Dona Ana and Otero Counties dial 1–800–351–1013.

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Albany:

U.S. Post Office & Federal Office Bldg., Rm. 307, 12207; (518) 472–3313 or 3314.

The Bronx:

590 Grand Concourse, 10451; (212) 292–4666.

Brooklyn:

271 Cadman Plaza, East, 11201; (212) 596–5005.

Buffalo:

111 W. Huron St., Rm. 35, 14202; (716) 842–2834.

Hempstead:

175 Fulton Avenue., Rm. 402, 11552; (516) 483–2664.

Jamaica:

Title Guarantee Co. Bldg., 90–04 161st St., Rm. 200, 11432; (212) 526–6192.

New York City:

Federal Bldg., 26 Federal Plaza, 10007; (212) 264–0422.

Syracuse:

O'Donald Bldg., 301 Erie Blvd. W. 13202; (315) 473–5660.

White Plains:

200 Mamaroneck Ave. 10601; (914) 761–1400.

In Upstate N.Y. locations dial 800–962–1470.

In the Downstate N.Y. counties of Suffolk, Dutchess, Rockland, Orange, Putnam, and N. Westchester, dial 800–522–7407; in the counties of Nassau and S. Westchester dial (212) 264–0422.

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Raleigh:

Federal Bldg., 310 New Bern Ave., P.O. Box 25069, 27601; (919) 755–4361.

In other North Carolina locations dial 1–800–662–7720.

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Fargo:

Federal Bldg., Rm. 200, 657 Second Ave. N. 58102; (701) 237–5771 (Ext. 363).

In other North Dakota locations dial 800–342–4781.

OHIO

Cincinnati:

Federal Bldg., Rm. 10503, 550 Main St. 45202; (513) 684–2351.

Cleveland:

Federal Bldg., 1240 Ninth St. 44199; (216) 522–4232.

Columbus:

Federal Bldg., Rm. 118, 85 Marconi Blvd. 43215; (614) 469–5640.

Dayton:

Grant-Deneau Bldg., Rm. 610, 40 West 4th St. 45402; (513) 461–4830 (Ext. 5540).

In other Northern Ohio locations dial 1–800–362–2910.

In other Southern Ohio locations dial 800–762–2435.

OKLAHOMA

Oklahoma City:

210 Northwest Sixth St. 73102; (405) 231-4948.

In other Oklahoma locations dial 1-800-522-3781.

OREGON

Portland:

Multnomah Bldg. Lobby, 319 Southwest Pine St. 97204; (503) 221-3141.

In other Oregon locations dial 800-452-4910.

PENNSYLVANIA

Harrisburg:

Federal Bldg., Rm. 168, 17108; (717) 782-4494.

Philadelphia:

Federal Bldg., 600 Arch St. 19106; (215) 597-7440.

Pittsburgh:

Federal Bldg., 1000 Liberty Ave. 15222; (412) 644-2755.

Wilkes-Barre:

VA Bldg., Rm. 102, 19 N. Main St., 18701; (717) 825-6811 ext. 580.

In other Eastern Pennsylvania locations dial 1-800-462-4050.

In other Central and Western Pennsylvania locations dial 1-800-242-0588.

RHODE ISLAND

Providence:

Federal and Post Office Bldg., Rm. 310, Kennedy Plaza, 02903; (401) 528-4447.

In other Rhode Island locations dial 211 and ask the long-distance operator to place a collect call to the Providence Area Office, U.S. Civil Service Commission, at the above number. You will not be charged.

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Charleston:

Federal Bldg., 334 Meeting St. 29403; (803) 577-4171 (Ext. 328).

Columbia:

1802 Sumter St. 29201; (803) 765-5387.

In other South Carolina locations dial 1-800-922-3790.

SOUTH DAKOTA

Rapid City:

Federal Bldg., U.S. Court House, 515 9th St. 57701; (605) 348-2221.

In other South Dakota locations dial 800-742-8944.

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Memphis:

Federal Bldg., 167 N. Main St. 38103; (901) 534-3956.

Nashville:

1719 West End Bldg., Rm. 815, 37203; (615) 749-5435.

In other Tennessee locations dial 1-800-582-6291.

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Corpus Christi:

Downtown Postal Station, Rm. 105; 701 N. Upper Broadway, 78401; (512) 883-5511 (Ext. 362).

Dallas:

Rm. 1C42, 1100 Commerce St. 75202; (214) 749-3156.

El Paso:

National Bank Bldg., 411 N. Stanton St. 79901; (915) 533-9351 (Ext. 5388).

Fort Worth:

819 Taylor St. 76102; (800) 492-4400.

In Dona Ana and Other Counties, New Mexico dial 1-800-351-1013.

Harlingen:

320 Matz Bldg., 513 E. Jackson St. 78701; (512) 425-6555.

Houston:

702 Caroline St. 77002; (713) 226-5501.

San Antonio:

643 East Durango Blvd. 78205; (512) 225-5511 (Ext. 4343).

In other Northern Texas locations dial 1-800-492-4400.

In other Gulf Coast Texas locations dial 1-800-392-4970.

In other South Central Texas locations dial 1-800-292-5611.

In other Western Texas locations dial 800-592-7000.

UTAH

Ogden:

Federal Bldg., Rm. 1407, 324 25th St. 84401; (801) 399–6854.

Salt Lake City:

Federal Bldg. Annex, 135 S. State St. 84111; (701) 524–5744.

In other Utah locations dial 1–800–662–5355.

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Burlington:

Federal Bldg., Rm. 317, Elmwood Ave. and Pearl St. 05401; (802) 862–6501 (Ext. 259).

In other Vermont locations dial 1–800–642–3120.

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Norfolk:

415 St. Paul's Blvd. 23510; (804) 625–6515.

Richmond:

Federal Bldg., 400 N. 8th St. 23240; (804) 782–2732.

D.C. Metro Area:

U.S. Civil Service Commission, Rm. 1416, 1900 E St. NW. 20415; (202) 737–9616.

In other Virginia locations dial 800–582–8171.

WASHINGTON

Seattle:

Federal Bldg., First Ave. and Madison St. 98104; (206) 442–4365.

Spokane:

U.S. Post Office, Rm. 200, 904 Riverside, 99210; (509) 456–2536.

Tacoma:

Washington Bldg., Rm. 610, 1019 Pacific Ave. 98402; (206) 593–6540.

Vancouver:

Call 693–0541.

In other Washington locations dial *800–552–0714.

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Federal Bldg., 500 Quarrier St. 25301; (304) 343–6181 (Ext. 226).

In other West Virginia locations dial 800–642–9027.

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1 West Wilson St., Rm. 244, 53703.

Milwaukee:

Plankington Bldg., Rm. 205, 161 W. Wisconsin Ave. 53203; (414) 224–3761.

In other Wisconsin locations dial 800–242–9191.

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Cheyenne:

Teton Bldg., Rm. 108, 805 Capitol Ave. 82001; (307) 778–2220 (Ext. 2108).

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